



CHARTER

NATIONAL ADVISORY BOARD ON MEDICAL REHABILITATION RESEARCH

AUTHORITY

Required by 42 U.S.C. 285g-4, section 452 of the Public Health Service Act, as amended. The National Advisory Board on Medical Rehabilitation Research (Board) is governed by the provisions of the Federal Advisory Committee Act, as amended (5 U.S.C. app.), which sets forth standards for the formation and use of advisory committees.

OBJECTIVES AND SCOPE OF ACTIVITIES

The Board provides advice to the Director, National Institutes of Health (NIH), the Director, Eunice Kennedy Shriver National Institute of Child Health and Human Development (NICHD), and the Director, National Center for Medical Rehabilitation Research.

DESCRIPTION OF DUTIES

The Board advises the Director, NIH, the Director, NICHD, and the Director, National Center for Medical Rehabilitation Research (Center), on matters and policies relating to the Center's medical rehabilitation research and training programs. The Board shall review and assess Federal research priorities, activities, and findings regarding medical rehabilitation research and shall continue to advise on the provisions of the statute-required comprehensive research plan for the conduct, support, and coordination of medical rehabilitation. The Director of the Center, in consultation with the Director, NICHD, shall develop a comprehensive plan (Research Plan) for the conduct, support, and coordination of medical rehabilitation research. The Director of the Center, in consultation with the Director, NICHD, shall revise and update the Research Plan periodically, as appropriate, or not less than every 5 years. Not later than 30 days after the Research Plan is so revised and updated, the Director of the Center shall transmit the revised and updated Research Plan to the President, the Committee on Health, Education, Labor, and Pensions of the Senate, and the Committee on Energy and Commerce of the House of Representatives. The Director of the Center, in consultation with the Director, NICHD, shall, prior to revising and updating the Research Plan, prepare a report that describes and analyzes the progress during the preceding fiscal year.

As needed, and with the approval of the Executive Director, may call upon special consultants, assemble ad hoc working groups, appoint subcommittees and convene conferences, workshops, or other activities.

AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS

The Board will advise the Director, NIH, the Director, NICHD, and the Director, National Center for Medical Rehabilitation Research.

SUPPORT

Management and support services will be provided by the Office of the Director, National Center for Medical Rehabilitation Research, NICHD.

ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS

The estimated annual cost for operating the Board, including compensation and travel expenses for members, but excluding staff support, is \$36,714. The estimate of annual person-years of staff support required is 0.5, at an annual cost of \$59,642.

DESIGNATED FEDERAL OFFICER

The Director, NICHD, will assign a full-time or permanent part-time NICHD employee to serve as the Designated Federal Official (DFO) of the Board. In the event that the DFO cannot fulfill the assigned duties of the Board, one or more full-time or permanent part-time NICHD employees will be assigned these duties on a temporary basis.

The DFO will approve or call all of the Board's and subcommittees' meetings, prepare and approve all meeting agendas, attend all Board and subcommittee meetings, adjourn any meeting when it is determined to be in the public interest, and chair meetings when directed to do so by the Director, NCMRR or Director, NICHD.

ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

Meetings of the full Board will be held not less than two times within a fiscal year. Meetings shall be open to the public except as determined otherwise by the Secretary of Health and Human Services (Secretary) in accordance with subsection (c) of section 552b of Title 5 U.S.C. Notice of all meetings will be given to the public. In the event a portion of a meeting is closed to the public, as determined by the Secretary, in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c)) and the Federal Advisory Committee Act, a report will be prepared which will contain, as a minimum, a list of members and their business addresses, the Board's functions, dates and places of meetings, and a summary of the Board's activities and recommendations made during the fiscal year. A copy of the report will be provided to the Department Committee Management Officer.

DURATION

Continuing.

TERMINATION

Unless renewed by appropriate action, the charter for the National Advisory Board on Medical Rehabilitation Research will expire two years from the date the charter is filed.

MEMBERSHIP AND DESIGNATIONS

The Board will consist of 18 members who are not officers or employees of the Federal Government plus 12 ex officio members. The Director, NIH, will appoint 12 members who are representatives of health and scientific disciplines relating to medical rehabilitation and six members who shall represent the interests of individuals undergoing, or in need of, medical rehabilitation. None of these members serve as Representatives. A quorum for the conduct of business by the full committee will consist of a majority of currently appointed members. A quorum for each subcommittee will be three members.

Ex officio members of the Board will be the Director, National Center for Medical Rehabilitation Research; the Director, NICHD; the Director, National Institute on Aging; the Director, National Institute of Arthritis and Musculoskeletal and Skin Diseases; the Director, National Institute on Deafness and Other Communication Disorders; the Director, National Heart, Lung, and Blood Institute; the Director, National Institute of Neurological Disorders and Stroke; the Director, Division of Program Coordination, Planning, and Strategic Initiatives; the Director, National Institute for Disability, Independent Living and Rehabilitation Research (formerly National Institute on Disability and Rehabilitation Research), Department of Education; the Commissioner, Rehabilitation Services Administration, Department of Education; the Assistant Secretary of Defense for Health Affairs; the Deputy Undersecretary for Health of the Department of Veterans Affairs, (or their designees).

Members will be invited to serve for overlapping four-year terms. A member may serve after the expiration of the member's term until a successor has taken office. The members of the Board will select a chair from the appointed members. The Chair will serve one year and may be reelected. A quorum for the conduct of business will consist of a majority of currently appointed members. Terms of more than two years are contingent upon the renewal of the Board's Charter by appropriate action prior to its expiration.

SUBCOMMITTEES

As necessary, subcommittees and ad hoc working groups may be established by the DFO within the Board's jurisdiction. The advice/recommendations of a subcommittee/working group must be deliberated by the parent advisory committee. A subcommittee may not report directly to a Federal official unless there is statutory authority to do so.

Subcommittee membership may be drawn in whole or in part from the parent advisory committee. All subcommittee members may vote on subcommittee actions and all subcommittee members count towards the quorum for a subcommittee meeting. Ad hoc consultants do not count towards the quorum and may not vote. A quorum for a subcommittee will be three members. The Department Committee Management Officer will be notified upon establishment of each standing subcommittee and will be provided information on its name, membership, function, and estimated frequency of meetings.

RECORDKEEPING

Meetings of the committee and its subcommittees will be conducted according to the Federal Advisory Committee Act, other applicable laws and Departmental policies. Committee and subcommittee records will be handled in accordance with General Records Schedule 6.2, Federal Advisory Committee Records, or other approved agency records disposition schedule. These records will be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

FILING DATE

February 19, 2017

APPROVED:2/7/17

Date

Director, NIH